

REGULAR MEETING

Tri-County Career Center

September 18, 2018

Tri-County Career Center's Policy Committee met on Tuesday, September 18, 2018 at 5:30 p.m. in Room 108 with the following Board Members in attendance: Mr. Depoy, Mr. McGaughey and Mr. Palmer. Also in attendance were: Connie Altier, Interim Superintendent/Director; Laura Dukes, Treasurer; and Tom McGreevy, Assistant Director.

The committee reviewed proposed additions and changes to Board policies.

Tri-County Career Center's Board of Education met in Regular Session on Tuesday, September 18, 2018, at 6:00 p.m. in Room 108.

OATH OF OFFICE: Laura Dukes (Treasurer) administered the Oath of Office to Mr. Mark Barrell, who was appointed to the Board by the Logan Hocking School District Board of Education.

A moment of silent reflection was observed and the Pledge of Allegiance was recited.

Members present for roll call were: Mr. Mark Barrell, Mr. Roger Brown, Mr. Kevin Coey, Mr. John Depoy, Mr. Corby Leach, Mr. Jim Leckrone, Mr. John McGaughey, Mr. Jim Palmer, Mr. Ed Penrod and Mr. Micah Covert presiding. Members absent for roll call were: Mr. Bruce Nottke. Also present were: Connie Altier, Interim Superintendent/Director, Laura Dukes, Treasurer; Kelly Leffler, Assistant Director/Maintenance Supervisor; Tom McGreevy, Assistant Director; Mindy Ingram, Administrative Assistant; Tom Harden, Construction Trades 2 Instructor and Kim Six, Adult Education Secretary.

Presentation: Tom Harden (CT 2 Instructor) presented a slide show of the progress on the senior house project in Athens.

55-18 It was moved by Mr. Leach and seconded by Mr. Depoy to approve the August 21, 2018 Regular Board Meeting Minutes as mailed.

VOTING YES ON ROLL CALL WERE: Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. McGaughey, Mr. Palmer and Mr. Penrod.

ABSTAINED: Mr. Barrell.

NAYS: NONE.

MOTION CARRIED.

Discussion: Kim Six (Secretary) stated that she represented the classified union during the Superintendent candidate interviews. She expressed the union's appreciation to the Board for allowing them to participate in the process.

Discussion: Laura Dukes (Treasurer) reviewed the Treasurer's Agenda (A. – F.) and noted the following addition:

G. Establish a FY19 high school student fee of \$17.00 for FFA membership dues in order for the students to participate in the FFA after-school class and activities

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56-18 Upon recommendation of Laura Dukes, it was moved by Mr. Brown and seconded by Mr. Palmer to approve the Revised Treasurer's Agenda (A. – G.) as follows:

- A. Approve the Financial Report (August 2018)
- B. Accept the Small, Rural School Achievement Program (SRSA) federal grant in the amount of \$47,017 (\$50,421 in FY18)
- C. Approve the Then & Now Certificate, dated August 28, 2018, for payment to School Employees Retirement System in the amount of \$5,468.05 for the 2017-2018 SERS Surcharge
- D. Approve annual renewal of educational institution membership in the Ohio Association for Career and Technical Education at a cost of \$500
- E. Approve the FY19 student activity budgets as follows:

Student Activity Program		Beginning Balance	Estimated Revenue	Estimated Expend.	Estimated Ending Bal
200-9800	Diesel Ag	9,245	12,112	10,144	11,213
200-9802	Landscaping	959		959	0
200-9804	Culinary Arts	1,752	3,480	4,045	1,187
200-9810	Fashion & Marketing	6,678	23,587	26,319	3,946
200-9812	Teacher Academy	111			111
200-9814	Early Childhood Education	187	2,800	2,315	672
200-9816	Hospitality	946			946
200-9818	Criminal Justice	1,979	2,795	2,377	2,397
200-9822	Auto Body	1,633	2,607	2,439	1,801
200-9824	Auto Tech	2,446	9,308	5,275	6,479
200-9826	Construction Trades	2,101	5,350	7,082	369
200-9828	Cosmetology (HS)	2,131	5,053	6,125	1,059
200-9832	Electrical Trades	1,906	3,590	3,472	2,024
200-9834	Computer Tech Academy	423	4,412	4,794	41
200-9836	Power Line Technology	1,449	1,790	2,672	567
200-9838	Bldg & Prop Trades	36	1,185	1,217	4
200-9840	10th Grade Transitions	1,852	910	1,642	1,120
200-9844	Welding (HS)	801	2,808	2,090	1,519
200-9846	Jr/Sr Prom	3,077			3,077
200-9862	Office Professional	1,024	2,077	3,096	5
200-9866	Health Technology	4,377	1,390	5,122	645
200-9868	CTP Health Technology	2,006	4,205	4,337	1,874
200-9872	Sports Medicine	(181)	2,155	1,672	302
TOTAL		46,938	91,614	97,194	41,358

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F. Amend the FY19 permanent appropriations as follows:

FUND NO.	FUND DESCRIPTION	PRIOR APPROP	INCR/ DECR	REVISED APPROP
001	General	8,150,000		8,150,000
003	Permanent Improvement	725,000		725,000
006	Food Service	243,456		243,456
007	Special Trust	32,776		32,776
009	Uniform School Supplies	48,693		48,693
011	Rotary-Special Services	63,258		63,258
012	Adult Education	662,643		662,643
018	Public School Support	9,550		9,550
022	Virtual Learning Deposits	4,000		4,000
200	Student Activities	0	97,194	97,194
451	Data Communication	0		0
499	Misc State Grants	125,000		125,000
524	Voc Ed Perkins	251,861		251,861
535	Pell	250,000		250,000
599	Misc Federal Grants	90,993	47,017	138,010
TOTAL		10,657,230	144,211	10,801,441

G. Establish a FY19 high school student fee of \$17.00 for FFA membership dues in order for the students to participate in the FFA after-school class and activities

VOTING YES ON ROLL CALL WERE: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. McGaughey, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

Discussion: Connie Altier (Interim Superintendent/Director), along with Kelly Leffler (Assistant Director/Maintenance Supervisor), discussed their recent meeting with representatives of Starr Industries in Portsmouth. Starr Industries recently took over the SEPTA Center in Nelsonville, which houses non-violent drug/alcohol offenders. They are requesting two training programs for their inmates (no public enrollment permitted). Similar programs have been in place for several years at Collins Career Center and Scioto Career Center. The programs would be 200 hours in length and held in the evening, Monday through Thursday, when high school students are not in session. For monitoring purposes, cameras would be installed in each lab. The cost of an additional person to help provide supervision can be included in the total bill. Starr Industries will also provide up to five (5) hours of required training for the instructors of those programs, at no cost to the school. The training programs will be eligible for State reimbursement.

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The first reading was held on the following additions/changes to Board Policy (Director's Report Item C.):

<u>File</u>	<u>Name</u>
BDDG	Minutes
DBD	Budget Planning
DECA	Administration of Federal Grant Funds
DJ	Purchasing
DJB	Petty Cash (Change Funds)
DJC	Bidding Requirements
GDD-R	Classified Staff Hiring (Rehiring of Retirees)
JEFB	Released Time for Religious Instruction
DFG	Income From School Shop Sales and Services

Discussion: Tom McGreevy (Assistant Director) discussed the following:

1. Hard copies of the recently approved Board policy updates are available.
2. At the beginning of each school year, students choose a club to participate in during "club" time, which is held one time per month for 30 minutes. There are a variety of interesting clubs, including a Dirt Bike Club.

57-18 Upon recommendation of Connie Altier, it was moved by Mr. Coey and seconded by Mr. Penrod to approve the Director's Report A. as follows:

- A. Approve the recommendation to offer training to Starr Industries through the Adult Education Department

VOTING YES ON ROLL CALL WERE: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. McGaughey, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

Discussion: Connie Altier reviewed the Superintendent's Agenda (A. – F.) and noted the following addition:

- G. Approve the purchase of textbooks for NCCER Certification, total cost \$9,603.25

58-18 Upon recommendation of Connie Altier, it was moved by Mr. Penrod and seconded by Mr. Leckrone to approve the Revised Superintendent's Agenda (A. – G.) as follows:

- A. Approve the appointment of Chad Moore (Technology Coordinator/Supervisor) as the school designee to apply and sign for all E-Rate applications
- B. Approve out-of-state travel for Kyle Collins (with approximately 5-7 students), to attend the National FFA Convention in Indianapolis, IN, from October 24 to October 26, 2018 and reimburse expenses per Board policy
- C. Accept the donation of a three (3) door pop cooler from the Pit Stop in Nelsonville
- D. Approve the updated Acceptable Use and Internet Safety Procedure Agreements for Staff and Students

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- E. Employment (see page 4136)
- F. Approve the removal of textbooks (see page 4137)
- G. Approve the purchase of textbooks for NCCER Certification, total cost \$9,603.25 (see page 4137)

VOTING YES ON ROLL CALL WERE: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. McGaughey, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

Discussion: Connie Altier discussed the Board's Agenda B. - Request to change the October 16, 2018 Regular Board Meeting or schedule a Special Meeting for the Welding Project bid opening.

59-18 It was moved by Mr. Coey and seconded by Mr. Leach to move the October 16, 2018 Regular Board Meeting to October 23, 2018 due to the Welding Project bid opening.

VOTING YES ON ROLL CALL WERE: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. McGaughey, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

Discussion: Connie Altier discussed the following:

1. Welcomed Mr. Barrell to the Board.
2. The school's report card was sent out via email to staff. The State Superintendent also released a report on growth. Hard copies of both are available.
3. Reminded Board Members the OSBA Southeast Region Fall Conference will be held here on Thursday, September 27, 2018 at 5:30 p.m. Student representatives will be in the hallways to speak with guests.
4. Carmen Lorubbio, former superintendent of the school, came in to visit staff.

Mr. Leach left the meeting prior to going into Executive Session and returned during Executive Session.

60-18 It was moved by Mr. Covert and seconded by Mr. Depoy to go into Executive Session at 6:50 p.m. to discuss the employment of a public employee, with the following Board Members/individuals in attendance: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. McGaughey, Mr. Palmer & Mr. Penrod, Board Members; Connie Altier, Interim Superintendent/Director and Laura Dukes, Treasurer.

VOTING YES ON ROLL CALL WERE: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leckrone, Mr. McGaughey, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

Mr. McGaughey left the meeting.

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Mr. Covert (Board Vice-President) declared Open Session at 7:34 p.m.

Members present for roll call were: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. Palmer and Mr. Penrod.

61-18 It was moved by Mr. Palmer and seconded by Mr. Leckrone to employ Connie Altier as Superintendent of Tri-County Career Center, under a limited contract, \$112,000 annual salary pro-rated for the period September 19, 2018 through July 31, 2019,

VOTING YES ON ROLL CALL WERE: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

Mr. McGaughey re-entered the meeting.

62-18 It was moved by Mr. Coey and seconded by Mr. Leach to approve a \$1,000 per month stipend for Connie Altier to perform the duties of Principal until the position is filled.

VOTING YES ON ROLL CALL WERE: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. McGaughey, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

Mr. Leckrone left the meeting prior to going into Executive Session and returned during Executive Session.

63-18 It was moved by Mr. Leach and seconded by Mr. Penrod to go into Executive Session at 7:40 p.m. to consider the investigation of a complaint against a public employee, with the following Board Members/individuals in attendance: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. McGaughey, Mr. Palmer & Mr. Penrod, Board Members; Connie Altier, Interim Superintendent/Director; Laura Dukes, Treasurer and Tom McGreevy, Assistant Director.

VOTING YES ON ROLL CALL WERE: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. McGaughey, Mr. Palmer and Mr. Penrod.

NAYS: NONE.

MOTION CARRIED.

Mr. Covert (Board Vice-President) declared Open Session at 7:42 p.m.

Members present for roll call were: Mr. Barrell, Mr. Brown, Mr. Coey, Mr. Covert, Mr. Depoy, Mr. Leach, Mr. Leckrone, Mr. McGaughey, Mr. Palmer and Mr. Penrod.

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Due to lack of interest, no action was taken on the Board's Agenda (A.) - Authorize attendance at the 79th Annual NSBA Conference, to be held Saturday, March 30, 2019 – Monday, April 1, 2019, in Philadelphia, PA.

Mr. Leach (Student Achievement Liaison) discussed the following:

1. The senior carpentry house presentation.
2. Reminded Board Members to check out the school's Facebook page.
3. Requested a thank you card be sent from the Board to Chef Katie and her students for the food they provide for the meetings.

There being no further business to come before the Board at this time, Mr. Covert declared the September 21, 2018 Regular Board Meeting adjourned at 7:44 p.m.

ATTEST:



Laura C. Dukes, Treasurer



Micah Covert, Board Vice-President

EMPLOYMENT RECOMMENDATIONS

September 18, 2018

The following candidates are recommended for employment by the Tri-County Career Center Board of Education as described.

Connie L. Altier
Interim Superintendent

IV. HIGH SCHOOL FY19:

- A. Permission to hire Mark Hall, Shipping/Receiving/Inventory Control Clerk, starting September 24, 2018, 8 hours per day, step 3 of classified salary scale and benefits per negotiated contract

V. HIGH SCHOOL SUBSTITUTE FY19:

- A. Mary Howdyshell – Substitute Teacher

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Discard textbooks at September 18, 2018,
Board Meeting

Title	Copyright Date	Number of Copies
Business English & Communication	1994	8

TEXTBOOK/RESOURCES 2018-19
Credential Pathway to Graduation
Requires Core and Level 1

Program/Instructor	Textbook Title	Publisher	Price each	Qty/ sub total	Shipping	Total Cost
Dustin Bolin	NCCER Core Curriculum: Introductory Craft Skills	Pearson	79.00 5 th ed. 2016 w/online access	25/\$1975	7%	
Steve Green				Has previous ed. Goo until 2021		
Charles Spires				25/\$1975	7%	
			TOTAL	50/\$3950	276.5	\$4226.50
Dustin Bolin	NCCER Level 1 Electrical	Pearson	\$67.00 9 th Ed. 2018	25/\$1675	117.25	\$1792.25
Steve Green	Masonry Level 1 Trainee Guide, 4th Edition 2014	Pearson	\$67.00	25/\$1675	117.25	\$1792.25
Charles Spires	Power Line Worker Level 1 Trainee Guide 1 st /Ed. 2012	Pearson	\$67.00	25/\$1675	117.25	\$1792.25
		Grand Total				\$9603.25